

JOB OPPORTUNITY

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES  
**POLICE SERGEANT (2)**  
SAFETY SERVICES DIVISION

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

**Open To:** DMHAS employees only

PCN	LOCATION	SCHEDULE
OC108039	Connecticut Mental Health Center, New Haven, Ct 06508	2 <sup>nd</sup> shift, 3:00 pm – 11:00 pm, Every other weekend off
OC25223	Southwest Connecticut Mental Health System, Bridgeport, CT 06457	2 <sup>nd</sup> shift, 3:00 p.m. – 11:00 p.m., Every other weekend off

**Salary Range:** \$58,889.00 - \$78,813.00

**Closing Date:** September 25, 2014

**Eligibility Requirement:**

Candidates must have applied for and passed the Police Sergeant exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Duties are consistent with the State of Connecticut Job Specification.** The Police Sergeant supervises, as well as participates in, the activities on an assigned shift as follows: Patrols (foot/vehicle) the facility's buildings and grounds thereof; monitors designated areas such as the parking lots, front lobby, to ensure physical security and safety of patients, staff and visitors; screens and searches visitors at front entrance; operates metal detection equipment; secures/unsecures areas at specified times. Responds to and therapeutically intervenes (verbal/physical) in emergency situations involving patients exhibiting violent, aggressive, or out-of-control behavior. Searches and returns AWOL patients; obtains, prepares and transmits information for missing persons teletypes; Provides patient and staff safety education and training. Assists hospital's Safety Director in carrying out assigned responsibilities related to JCAHO Accreditation. Reports, documents and takes such actions which will protect the safety of others, of observed/reported unsafe/hazardous conditions. Directs and implements effective responses to fire emergencies, bomb threats, hostage incidents, barricaded person, situations involving weapons; assist in evacuation procedures; provides outside emergency response personnel, i.e. fire, ambulance, Hazmat, etc. access to locked areas. May be first responder in a medical emergency; administers first aid or CPR/AED to injured or ill persons. Documents and prepares reports of all activities and complaints, using Public Safety Division's computerized records management software system; Issues keys, employee photo ID badges, parking stickers; Enforces motor vehicle law, criminal statutes, hospital parking and visiting policy and procedures. Conducts investigations – criminal, accidents, suspicious activity, including patient abuse; makes arrests on-site or warrant; processes arrested individuals; Escorts employees as requested. Performs other related duties as required.

Preferred certification as a law enforcement officer in the State of CT pursuant to regulations promulgated by the Police Officer Standards and Training Council (P.O.S.T.C.), but can be under filled as a Protective Services.

**SPECIAL REQUIREMENTS:**

1. Incumbents in this class must receive and retain authority from the Commissioner of Public Safety to "arrest and present before a competent authority any person for any offense committed within his precinct." (Connecticut General Statutes 29-18 and/or 10a-142).
2. Incumbents in this class must be required to maintain certifications pursuant to the regulations of the Police Officer Standards and Training Council and/or agency requirements.
3. Incumbents in this class must possess and retain a valid Connecticut Motor Vehicle Operator license.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**PLEASE SEND APPLICATION TO:**

**DMHAS/Office of the Commissioner**

Human Resources  
410 Capitol Avenue, 4<sup>th</sup> Floor  
Hartford, CT 06106  
Fax: (860) 418-6697  
[Maria.D.DeJesus@ct.gov](mailto:Maria.D.DeJesus@ct.gov)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. (NP-5)